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12 July 1988

25X1   MEMORANDUM FOR: [   ]
                          Executive Assistant to the DDA

25X1   FROM: [   ]
                          Deputy Director of Information Technology

        SUBJECT: OIT Suggested Topics for DCI Off-site

        I've attached several suggested discussion topics for the
DCI Off-site. The topics are organized around the theme of the
importance of strategic planning to Agency success in the
Nineties. Please let me know if you need further clarification.
        Thanks.

25X1   [   ]

        Att: a/s

        Distribution:

        - addressee
        - Edward J. Maloney
        - OIT Group Chiefs

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Attachment

OIT Suggested Topics for DCI Off-site

Theme: Strategic Planning will be the Cornerstone for
    Successful Management in the Next Decade

Increased Emphasis on Strategic Planning is Needed as
Agency Expansion Slows

---During the growth period of the Eighties, the
    availability of resources allowed a certain laxness
    in the management planning arena
---Resource constraints in the Nineties, coupled with the
    legacy of short-term actions of the Eighties, will make
    resource and administrative planning critical for success
    in the upcoming decade

Topics for Discussion

Technology Resource Issues

---Impact of the increasing Agency dependence on
    information systems
---Personal Computers (PC's) are the "New Center of the
    Universe" for information systems: organizational
    implications
---More investment in automation is needed to meet
    productivity goals
---Recapitalization of critical information technology
    is largely unfunded
---Enhanced training requirements for a static high
    technology workforce

Human Resource Issues

---Impact of promotion slowdowns
---Effects of not having a flow through system for the
    SIS officer corps
---Effect of the "mix" problem on personnel resources

General Resource Issues

---Better space planning especially in the "backfill area"
    is essential to avoid disruption and fragmentation,
    unnecessary costs, and to meet Congressional concerns
---Inadequate Base resources in DDA due to prior growth

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